



COUNCIL WORK SESSION

Tuesday, October 11, 2016

6:30 p.m.

**Coon Rapids City Center
Conference Room 1**

Call to Order

Pursuant to Minnesota Statute 13D.04, subd. 2, the City Council will meet in work session to discuss the following:

1. Current Property Maintenance Policies and Administration
2. Potential Backage Road at Northdale Shopping Center

Other Business

Adjourn



City Council Work Session

1.

Meeting Date: 10/11/2016

Subject: Current Property Maintenance Policies and Administration

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Council recently requested that staff present information related to the property maintenance efforts within the Neighborhood Reinvestment Division. This includes how staff enforces the City's codes, what tools are used, and overall administration.

DISCUSSION

In April 2011, the City Council approved the City Code Chapter 2-1100 Administrative Procedures and Penalties which established the use of administrative citations as an enforcement tool in Coon Rapids. Prior to the use of administrative citations, staff would attempt to gain compliance from property owners through a series of letters, often without response or compliance. If numerous letters were left unanswered, the City's Legal Department would become involved issuing criminal fines and penalties to property owners who were in violation of City code. This process was found to be administratively cumbersome and not effective in gaining compliance in a timely manner. In addition to the prior method's level of ineffectiveness, the foreclosure crisis and all of the resulting vacant houses greatly increased the volume of code violations in the City. Administrative citations provided the tool needed to not only gain compliance in a shorter period of time, but also better handle the volume of violations the City started to experience.

In 2015, there were 1,631 property inspections performed that resulted in a violation witnessed and an administrative citation issued to the property owner (478 of which were for long grass). City inspectors had completed an additional 353 property inspections that were unfounded (no violation existed). Of the administrative citations issued, 1,174 (72%) came into compliance. Additionally, 69 property owners (4.2%) requested and received time extensions and 16 property owners (1%) outright appealed their citation.

Since 2011, when a possible violation is reported it gets entered into the CityWorks software program and assigned to one of the City's inspectors to investigate. The inspector typically performs the inspection within a couple of days, and often on the very next business day. Once on site, photos are taken, notes entered into CityWorks and a determination is made if a violation exists. If there are no violations, the file is closed. If a violation(s) is found, an administrative citation is issued to the property owner (and taxpayer if different, as well as the tenant if it is a licensed rental property). City Code Chapter 2-1105(2) allows compliance

dates ranging from 7-30 days. From the date the citation is issued, mailed citations typically give property owners ten days to either bring their property into compliance, request more time or appeal the citation. The extra three days beyond the seven day minimum for compliance allow for the time it takes for property owners to receive the citations through the US Postal Service.

Ten day compliance deadlines are issued for violations such as parking on the grass in the front and side yards, vehicles with expired license tabs, inoperable vehicles (i.e. flat tires, missing tires, etc), exterior storage of items in the yard or on the driveway, boulevard encroachments (i.e. basketball hoops near the street), and no garbage service. Violations that either require more time or resources to comply with, such as exterior maintenance of a home (i.e. peeling paint, missing siding, structural issues) are typically given 30 day compliance dates. Long grass citations are given a seven day compliance date since these citations are posted immediately at the property once the violation is found. A courtesy letter is also mailed to the property owner (and taxpayer if applicable) whenever a long grass citation is issued to ensure that all parties involved are informed of the violation.

Inspectors go back out to the property to re-inspect the current conditions at least one day after the compliance date. If a time extension had been granted, the re-inspection takes place at least one day after the new compliance date. If clear progress has been made to bring the property into compliance, the inspectors will often note the progress and go back out a couple days later to perform the official re-inspection. If no progress has occurred, the citation fee is charged and the violation is abated or either a second citation will be issued for non-compliance. Violations that are often abated after just the first citation include long grass and exterior storage. Abatements that include towing a vehicle are typically only performed after a second citation has been charged without compliance. Occasionally there are violations that the City is not able to remedy the violation through the use of abatement, so subsequent citations are issued. Typically, these include those involving violations of rental licenses (i.e. not renewing their license, not complying with the Crime Free Training requirement).

Education is also an element of enforcing City code. Every single citation mailed includes a brochure explaining the administrative citation process. This form is also the application for time extension requests and citation appeals. In addition, when citations are mailed out, resource sheets are often included in the envelope along with the citation. These resource sheets give property owners options on how to get rid of and where to bring specific items of exterior storage, recycling information, compost site information, vehicle salvage operations, etc. On the long grass citations, information about Chores and More is included on the citation itself for those residents who may need assistance in getting their lawn mowed. Other education efforts are ongoing as well including targeted postcard mailings, water bill inserts, long grass flyers given to properties that are nearly in violation, articles in the City newsletter, etc. The goal is that property owners maintain their property as prescribed in City Code and these educational efforts are meant to help homeowners to know what those expectations are.

If the violation persists or if the property violates City Code again in the future, a subsequent citation would be issued. Subsequent citations carry with them a double fine. First citations are \$300, second citations (for the same or similar violation) are \$600, third citations are \$1,200 and so on as indicated in Chapter 2-1104(3). Ninety percent (1,468) of the citations issued are the \$300 first penalty citations. In 2015, there were 98 (6%) citations issued at the \$600 level, 33 (2%) citations issued at the \$1,200 level, and 32 (2%) citations issued at the \$2,400 level.

All charged citations and abatement costs are forwarded to the Assessing Department where they are considered as a pending special assessment against the property.

RECOMMENDATION

This information is for discussion purposes only. No action is required.

Attachments

City Code 2-1100
Administrative Citation brochure
Citation Work Flow
Housing Assistance Flyer
Vehicles Flyer
Disposal Resources Flyer
Long Grass Flyer

CHAPTER 2-1100 - ADMINISTRATIVE PROCEDURES AND PENALTIES

2-1101 - Purpose.

The City Council finds that there is a need for alternative methods to enforce City Code. While criminal fines and penalties have been used historically as enforcement mechanisms, negative consequences for both the City and the public can result. The delay inherent in the criminal justice system does not ensure prompt resolution of offenses that immediately impact the livability of the community. Citizens often resent being labeled criminals for violations of administrative regulations. The higher burden of proof and the potential of incarceration are not always appropriate for many administrative violations. The criminal justice system often cannot give priority to City Code violations due to caseloads and more serious cases in the system. Accordingly, the City Council finds that the use of administrative citations and the imposition of civil penalties is a legitimate and necessary alternative method of enforcement.

[Revised 4/19/11, Ordinance 2070]

2-1102 - Scope.

The administrative procedures and penalties in this Chapter may be used for any violation of City Code. The provisions of this Chapter may be used concurrently with or in addition to any other procedure or remedy, criminal or civil, the City may pursue under City Code, state law, or federal law. Nothing herein restricts the right of government agents to enter property immediately or to seek other remedies in emergency or other situations as authorized by City Code, state law, or federal law.

2-1103 - Definitions.

- (1) Citation. An administrative citation issued pursuant to this Chapter.
- (2) Board. The City of Coon Rapids Board of Adjustment and Appeals authorized by City Code Section 3-208.
- (3) City Code. Coon Rapids Revised City Code—1982.
- (4) City Manager. The Coon Rapids City Manager or designee.

2-1104 - Administrative Offenses; Schedules of Fines and Fees.

- (1) A violation of any provision of City Code is an administrative offense subject to a citation and civil penalties pursuant to this Chapter. Each day a violation exists constitutes a separate offense.
- (2) Each count of an administrative violation is subject to a civil penalty not to exceed \$10,000, abatement, or both unless otherwise provided;
 - (a) The civil penalty for a particular count is \$300;
 - (b) If a violator remedies a count of a violation and demonstrates that fact prior to the compliance date, the civil penalty for that count is waived.
- (3) A second or subsequent citation issued within 180 days of any same or similar citation is subject to a civil penalty of at least twice the previously imposed penalty. If the violator remedies the violation prior to the compliance date, one half of the civil penalty will be waived.

[Revised 4/19/11, Ordinance 2070]

- (4) The City Council may adopt by resolution a schedule of recommended fines for offenses initiated by citation, and may designate those offenses for which a fine must be paid even if the violation is remedied. The resolution may also identify violations for which a fine only may be imposed for a first

offense occurring within a specified time period, not to exceed three years. The resolution may also specify a filing fee to appeal to the Board.

- (5) The City Manager is authorized to promulgate rules and forms to affect the procedures herein.

2-1105 - Citation; Authorization to Issue and Contents.

- (1) A person authorized to enforce provisions of City Code may issue a citation, in a form adopted by the City Manager that minimally complies with this section, upon reasonable belief that a code violation has occurred.

The citation must be issued in one of the following ways:

- (a) By personal service upon the owner of the property or an occupant of suitable age residing at the property where the violation occurred, or in the case of a business or corporation, the citation may be served upon a manager on the premises or to a corporate officer;
- (b) By U.S. first class mail to a person identified in Subsection 2-1105(1)(a);
- (c) By placing the citation on the vehicle in the case of a vehicular offense;
- (d) By posting the citation in a conspicuous place on or near the main entrance where it is reasonably appears the property is occupied but the occupants are not available or willing to accept personal service, and where the property is not a licensed rental dwelling;
- (e) By posting the citation in a conspicuous place on or near the main entrance and mailing by first class U.S. Mail a notice of the citation to the owner of record where it reasonably appears the property is vacant or abandoned; or
- (f) By posting the citation in a conspicuous place on or near the main entrance and mailing by first class U.S. Mail, notice of the citation to the Licensee where the property is a rental dwelling licensed by the City.

[Revised 4/19/11, Ordinance 2070]

- (2) Contents of Citation. The citation must state the date, time, and nature of the offense, the identity of the person issuing the citation, the amount of the scheduled fine, the manner of paying the fine or appealing the citation, a date by which the fine must be paid, a compliance date, if any, and the manner and time for taking an appeal. If a compliance date is given, the citation must state the action that must be taken to achieve compliance. Any compliance date must be not less than seven nor more than 30 days following the date the citation is issued. The compliance date may be extended by the city official who issued the citation up to 30 days following the date of the citation upon a determination by the city official that a reasonable plan for remedying the violation exists. The plan must be agreed to in writing by the owner of the property for an extension to be granted. The citation may include a date, range of dates, or number of days following the compliance date on which abatement of the violation will occur. If the citation further includes a conspicuous notice that abatement will occur without further warning and, in the case of property violations, with assessments of the costs therefor to the subject property, unless an appeal is taken or compliance is achieved before the compliance date, no further notice is necessary prior to the entry on the property by City officials or their agents and assignees to abate the violation and assess the costs of abatement to the property.

[Revised 4/19/11, Ordinance 2070]

- (3) The owner or occupant of the property must either pay the fine or, if required, come into compliance, or appeal, in a manner consistent with Subsection 2-1105(4), within the time period specified on the citation. Unless the violation is a second or subsequent violation pursuant to Subsection 2-1104(3) or is a violation for which a fine is imposed pursuant to Subsection 2-1104(4), the fine will be waived if compliance is achieved by the compliance date. Payment of a fine constitutes admission of the violation. The City Manager may extend the time for appeal only on a showing of good cause. Payment of the fine does not forgive continued violation of City Code

[Revised 4/19/11, Ordinance 2070]

- (4) Contents of Appeal. The appeal must be in writing and executed by the owner of the property. The appeal must minimally state the name and mailing address of the person that caused the violation, that person's relationship to the property involved, and a brief statement why the citation is in error.

[Revised 4/19/11, Ordinance 2070]

2-1106 - Appeal Procedure.

- (1) The City Manager, upon proper notice of appeal, shall stay any fine or abatement action until the time for appeals under this Section has run. Based on such evidence as may be received, the City Manager must affirm, rescind, or modify the citation, and provide a written notice of the determination, together with notice of the appeal procedure, if applicable, to the person identified in Subsection 2-1105(1), by personal service or U.S. Mail. The City Manager may alternatively enter into an agreement, in a form approved by the City Attorney, with the person to admit to fewer than all violations cited, to a different violation, or to delay payment of a fine or compliance; if the violator is the fee owner of the property per Anoka County property records or the agreement is executed by the fee owner, and the fee owner must agree not to appeal the violation if the fine is not paid, or compliance is not achieved, by the extended date.

[Revised 5/19/09, Ordinance 2011]

- (2) Within 10 days of the date of filing of service of the decision of the City Manager, any party aggrieved by the decision may appeal the determination to the Board. The appeal must comply with Subsection 2-1105(4), and must be served in person or by U.S. Mail on the City Manager.
- (3) Upon receipt of a proper appeal under Subsection 2-1106(2), the City Manager must place the matter before the Board at its next available hearing date, but no earlier than 10 days after receipt of the notice, unless otherwise agreed to by the parties. Notice of the hearing must be served in person or by U.S. Mail on the person or persons identified in Subsection 2-1106(2). At the hearing, the parties may present documents and testimony, and may question witnesses. The Board must record the hearing and receive testimony and exhibits. The Board must rule on objections, and receive and give weight to evidence, including reliable hearsay evidence that possesses probative value commonly accepted by reasonable and prudent people in the conduct of their affairs. The hearing may be continued from time to time at the discretion of the Board. The Board may issue subpoenas to compel the attendance of witnesses or documents at its own initiative or upon written request of any party involved. The Board shall tax costs of subpoena service to the requesting party. A person served with a subpoena who, without just cause, fails or refuses to obey a subpoena is guilty of a misdemeanor. The Board or any aggrieved person may additionally seek an order from the District Court to compel attendance.
- (4) At any time before the hearing, or before the hearing is adjourned, the City Manager may modify the citation to change counts or include additional counts, with notice to the person bringing the appeal. If not made during the hearing, the notice must be in writing and given to the person or served by U.S. Mail.
- (5) The Board must affirm or rescind the citation, as may have been modified under Subsection 2-1106(1) or Subsection 2-1106(4), and provide written notice of its determination to the parties. If a citation consists of more than one count, the Board may consider each count independently. A majority of the members present must agree in order to affirm a citation or any particular count. A failure to adopt a motion to affirm constitutes a rescission. The Board may reconsider the motion to affirm at any time before the hearing is finally adjourned. The Board's determination, if the citation or any particular count of the citation is affirmed, revokes the stay of the applicable fine and compliance dates, if any, and payment and compliance must occur within 10 days of the date of the notice of determination, unless an aggrieved party perfects a court-ordered stay with the deposit of an appropriate supersedeas bond under the Minnesota Rules of Civil Procedure.
- (6) The Board's decision is final without any further right of administrative appeal. Further appeal shall be to the Minnesota Court of Appeals under the Minnesota Rules of Civil Procedure.

[Revised 5/19/09, Ordinance 2011]

2-1107 - Recovery of Civil Penalties.

- (1) If a civil penalty is not paid within the time specified, it constitutes:
 - (a) A personal obligation of the violator; and
 - (b) A lien upon the real property upon which the violation occurred if the property or improvements on the property were the subject of the violation and the property owner was given notice of the violation.

[Revised 4/19/11, Ordinance 2070]

- (2) A lien may be assessed against the property and collected in the same manner as taxes.
- (3) A personal obligation may be collected by any appropriate legal means.
- (4) A late payment fee of 10% of the fine will be assessed for each 30-day period, or part thereof, that the fine remains unpaid after the due date.
- (5) During the time that a civil penalty remains unpaid, no City approval will be granted for a license, permit, or other City approval sought by the violator or for property under the violator's ownership or control.
- (6) Failure to pay a fine is grounds for suspending, revoking, denying, or not renewing a license or permit associated with the violation.

2-1108 - Criminal Penalties.

The following are misdemeanors:

- (1) Failure, without good cause, to pay a fine or request a hearing within 30 days after issuance of an administrative citation.
- (2) Failure, without good cause, to appear at a hearing that was scheduled under Section 11-2106.
- (3) Failure to pay a fine imposed on or before its due date, or such other date as may be established under this Chapter.

[Adopted 3/3/09, Ordinance 2002][Revised 5/19/09, Ordinance 2011]

This document is designed to help you understand the Administrative Citation (the "Citation") process, provide contact information, and tell you how to appeal the Citation or request a time extension, if you decide to do so.

What is the Administrative Citation Program?

The Administrative Citation Program (ADCAP) was authorized by the Coon Rapids City Council to encourage property owners to address violations of City Code on their properties. An Administrative Citation only imposes a penalty for violating a City Code if a property owner does not correct the violation by the Compliance Date given. Subsequent Citations may result in the imposition of penalties (see the section on Multiple Citations). The Citation is not a criminal citation and you should not go to the courthouse to contest it. To appeal or request a time extension, please fill out the appropriate form to the right. ADCAP is administered by the City of Coon Rapids Neighborhood Reinvestment Division.

How does it work?

- An inspection is made of the property in response to a concern from a citizen, Councilmember, or City staff.
- If violations exist, an Administrative Citation is issued. If the violations listed on the Citation are corrected before the Compliance Date noted on the Citation, the penalty or penalties listed on the Citation are waived unless this is a second or subsequent Citation within a 180-day period.
- Immediately following the Compliance Date, a City Official will re-inspect the property to verify that corrections have been made.
- If the violations are not corrected and an appeal is not filed, the penalty or penalties listed on the Citation will be assessed to your property taxes.
- In addition, the City may hire a contractor to abate (remedy) the violation(s) listed on the Citation from the property. The cost of abatement is charged in addition to the penalty. These charges are assessed to the property taxes and collected in the same manner as a special assessment.

How do I get a time extension?

If you need more time beyond the Compliance Date to correct the violations, you may ask for a time extension. To be granted an extension, the property owner must admit the property is in violation of City Code and submit a written plan stating the action to be taken to achieve compliance. Upon determination by the City Official who issued the Citation that the plan is adequate to remedy the violation, an extension may be granted. A request for an extension must be submitted on or before the Compliance Date on the Citation.

How do I Appeal?

If you disagree with the City Official's findings and /or interpretation of the City Code, you may appeal the Citation or parts thereof. An appeal may only be executed by the owner of the property. The appeal must be filed on the Notice of Appeal form to the right and submitted to the Hearing Examiner at the Community Development Department in City Hall, 11155 Robinson Drive, Coon Rapids, MN 55433. The appeal must be received on or before the Compliance Date. An appeal that arrives after 4:30 p.m. on the Compliance Date will not be accepted and the penalty or penalties will be charged. Once an appeal is received, penalties and compliance will be suspended until the appeal is heard by the Hearing Examiner.

If you are not satisfied with the Hearing Examiner's decision, you have the right to appeal to the City of Coon Rapids Board of Adjustment and Appeals. To appeal the Board's decision, you must file an appeal with the Minnesota State Court of Appeals.

Multiple citations within a 180-day period

If you receive a second or subsequent Administrative Citation within 180 days of a previous Citation, City Code Section 2-1103(3) states the subsequent Citation is subject to a civil penalty at least twice the previous amount. If the subsequent violation is corrected prior to its Compliance Date, one-half of the civil penalty will be assessed to the property taxes as a special assessment.

NOTICE OF APPEAL **PLEASE PRINT**

Complete this form and submit it to City Hall on or before the Compliance Date if you wish to appeal the Citation.

Administrative Citation Number: _____

Property Address: _____

This form must be completed by the property owner.

I am appealing the Citation because:

Attach additional pages if needed.

☐ I certify that I am the owner of the property and the information contained herein is correct to the best of my knowledge.

Signature: _____

Print Name: _____

Phone Number: _____ Date: _____

Mailing Address: _____

For ADCAP Staff only:
Notice rec'd date: _____ Initials _____



TIME EXTENSION REQUEST PLEASE PRINT

Complete this form and submit it to City Hall on or before the Compliance Date if you wish to request a time extension.

Administrative Citation Number: _____

Property Address: _____

This form must be completed by the property owner.

☐ I hereby waive further right to appeal this Citation and ask for a time extension of _____ days.

☐ I understand this is a request only. I will be contacted to discuss the request, and if approved, a time extension agreement must be signed.

My plan of action I will take to achieve compliance within this extended time period is:

Attach additional pages if needed.

☐ I certify that I am the owner of the property and the information contained herein is correct to the best of my knowledge.

Signature: _____

Print Name: _____

Phone Number: _____ Date: _____

Mailing Address: _____

For ADCAP Staff only:
Request rec'd date: _____ Initials _____

If you have additional questions regarding the Administrative Citation program, contact the City Official on the Citation at the phone number provided.

Home Improvement Funding Available

Home Improvement funding is available for eligible improvements to your property. Select programs have no income limits. Low interest and deferred payment loan options are available to qualified borrowers. For more information, visit the City's home improvement loan web page at <http://www.coonrapidsmn.gov/449/Home-Improvement-Loans> or call the home improvement loan program administrators:

CEE Lending Center at 612-335-5884, e-mail at loaninfo@mncee.org, or view the website at mnlendingcenter.org.

HousingResource Center at 651-486-7401.

Abatement Notice

If you fail to bring the property into compliance or fail to appeal (or request a time extension) the Citation on or before the Compliance Date, the penalty will become due and owing and the City is authorized by City Code to enter onto your property and abate (remedy) the violations. The City may hire a contractor to abate the violation(s) noted on the Citation without further notice. The penalty or penalties, abatement costs, and an administrative assessment fee will then be assessed to your property and collected with property taxes.

Payments

To pay penalty and abatement costs make payment to:

City of Coon Rapids
Neighborhood Reinvestment Division
Attn: ADCAP
11155 Robinson Drive NW
Coon Rapids, MN 55433



Administrative Citation Program

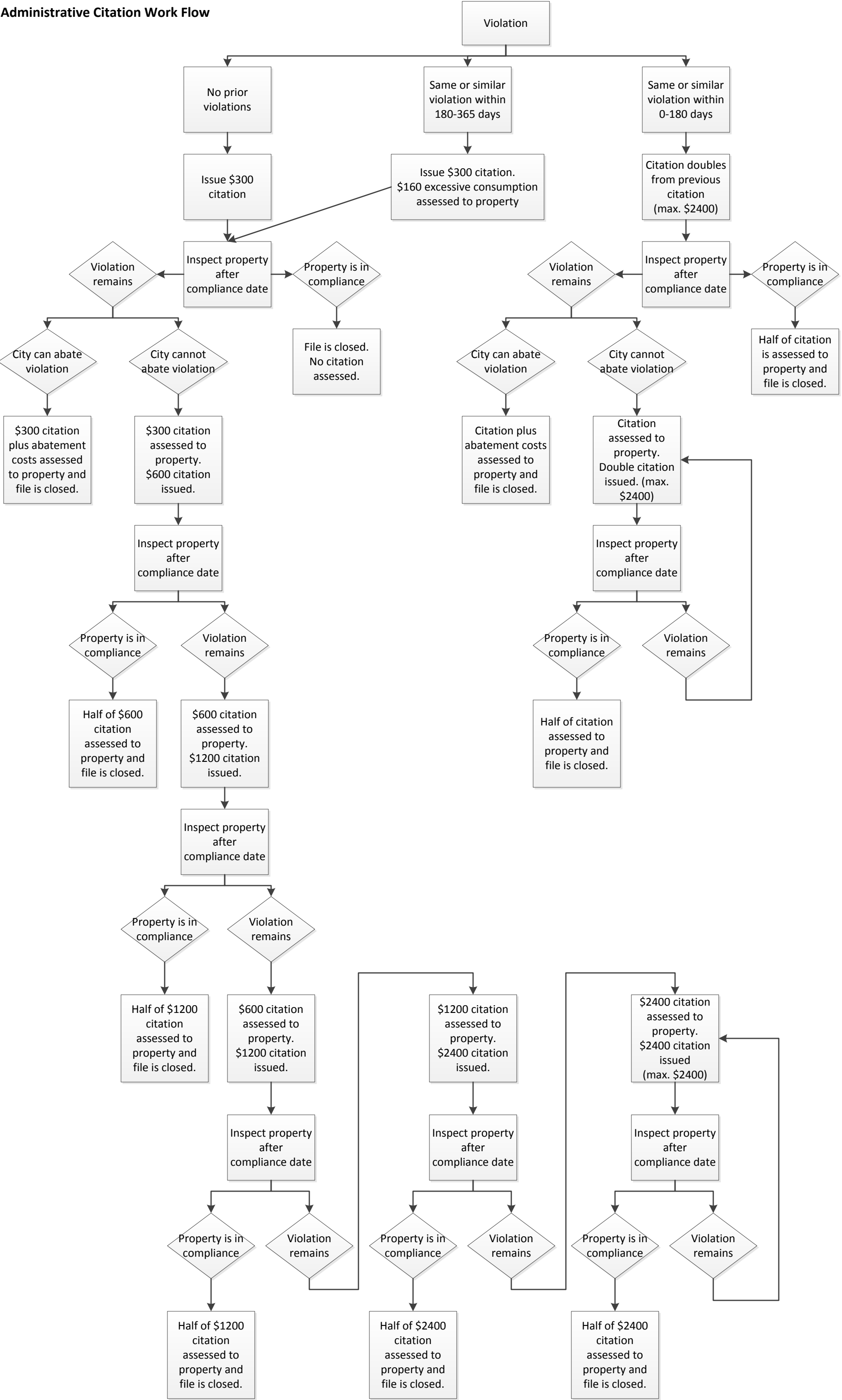
Do you need more time?
Would you like to appeal?

Please fill out and
submit this form for consideration.

Prepared by the Coon Rapids
Neighborhood Reinvestment Division
11155 Robinson Drive NW
Coon Rapids, MN 55433



Administrative Citation Work Flow



Need Assistance?

The organizations and resources listed on this handout are available to homeowners in Coon Rapids for various home improvement needs. Please read the information listed below to determine which program best fits your needs.

Property and Housing Maintenance Assistance

City of Coon Rapids



Home Improvement Loan Programs

The City of Coon Rapids, together with the Coon Rapids Mortgage Assistance Foundation, currently offers low interest home improvement financing to Coon Rapids residents. For more information on this or other programs contact 612-335-5884, e-mail loaninfo@mncee.org, or visit www.mnlendingcenter.org.



Metro Paint-A-Thon

Metro Paint-A-Thon is a program that helps low-income seniors and people with permanent physical disabilities continue to live independently in their own homes. A volunteer team is matched to scrape, prime and paint the exterior of each eligible home and/or garage, thereby keeping it well-maintained, beautiful and an asset to the neighborhood. All of this is done at no cost to the homeowner. For more information call the program coordinator at 612-276-1579. Applications are available at www.gmcc.org/paintathon.



Hearts and Hammers Twin Cities

Hearts and Hammers Twin Cities, Inc. is a private non-profit organization that provides exterior painting and home improvement assistance for senior and physically disabled homeowners. Contact info@heartsandhammers.org or 763-502-1000 for more information.



Minnesota Housing Finance Agency (MHFA) Fix-Up Fund Loan Program

A below market interest rate loan of up to \$50,000 is available through the MHFA for owner-occupied single-family homes, duplexes, triplexes, or fourplexes. Applicants must have an adjusted gross household income of \$99,500 or less and be a year round owner occupant of the property. Loans up to \$20,000 are available with no income limits. Eligible improvements include most interior and exterior projects except luxury items. Contact the Center for Energy and Environment at www.mnlendingcenter.org or 612-335-5884 for more information.



Anoka County Community Action (ACCAP) Chores & More program



This program helps seniors (60+) with housekeeping, minor home repairs and seasonal chores. Call 763-783-4767 for more information. ACCAP also offers housing rehabilitation programs to all of Anoka County. For more information, contact 763-783-4721 or visit www.accap.org.

Rebuilding Together Twin Cities Repair Programs



Providing critical home repairs for homeowners in need, particularly older adults, individuals living with disabilities, families with children, and active and retired members of the armed services. For more information, contact 612-767-8578 or rebuildingtogether-twincities.org.

A-ABCO Recycled Auto Parts - Fridley 7300 Old Central Ave Fridley, MN 55432 763-784-8890 www.abcofridleyautoparts.com	A-ABCO Recycled Auto Parts - Spring Lake Park 7857 Hwy 65 Spring Lake Park, MN 55432 763-784-8890 www.abcofridleyautoparts.com
Alter Metal Recycling 2905 N Ferry St Anoka, MN 55303 763-421-1187 www.altermetalrecycling.com	Jellison's Auto Parts 3817 149th Ave NE Ham Lake, MN 55304 763-434-6944 www.jellisonsauto.com
LKQ John's Auto Parts 10506 Central Ave NE Blaine, MN 55434 763-784-1711 www.johnsauto.com	Metro Metals Recycling 2576 Doswell Ave St Paul, MN 55108 651-641-0977 www.metro-metal-recycling.com
Northern Metal Recycling - St Paul 521 Barge Channel Rd St Paul, MN 55107 651-224-4877 www.northernmetalrecycling.com	Sam's Auto Parts 1240 73 1/2 Ave NE Fridley, MN 55432 763-784-5630
St Francis Auto Parts 4140 St Francis Blvd NW St Francis, MN 55070 763-753-4698	U-Pull R-Parts 20418 Hwy 65 NE East Bethel, MN 55011 763-434-5229 www.upullrparts.com

FACILITY/LOCATION	ACCEPTED ITEMS/SERVICES
<p> Coon Rapids Recycling Center 1831 111th Avenue Coon Rapids, MN 55433 763-200-5762 www.coonrapidsmn.gov/378/Acceptable-Recyclables Hours: Tues & Thurs 2-8 p.m. Wed, Fri, Sat 9 a.m.-3 p.m. </p> 	<p> Antifreeze, Appliances, Batteries, Bicycles, Books, Boxes and Food Cartons, Corrugated Cardboard, Carpet, CDs and DVDs, Electronics, Filters, Fire Extinguishers, Fluorescent Lamps, Glass Containers, Holiday Lights, Mattresses and Box Springs, Metal Cans, Mixed Paper, Motor Oil (Used), Newspaper, Plastic, Plastic Bags, Propane Tanks, Rigid Styrofoam, Scrap Metal, Textiles & Clothing, Tires, Vegetable Oil, Vinyl Siding </p> <p> Appliance and electronics recycling - 1st and 3rd Saturday of each month Paper Shredding and Mattress recycling - 1st Saturday of each month </p>
<p> Anoka County Household Hazardous Waste Facility 3230 101st Ave NE Blaine, MN 55449 763-323-5730 </p> 	<p> The facility accepts household hazardous waste from residents of Anoka, Carver, Dakota, Hennepin, Ramsey, and Washington counties. Businesses, schools and other organizations may NOT use the HHW facility. </p> <p> There is no charge to use the site. Bring identification, such as a driver's license, as proof of residency. </p> <p> Accepted Items: Aerosol cans that have contents remaining, antifreeze, driveway sealer, fluorescent and HID bulbs and CFLs, gasoline and other fuels, mercury, paint (liquid only), paint stripper, paint thinner, pesticides, used motor oil, used oil filters, varnish, wood preservatives, and other household products that are corrosive, flammable, combustible, or poisonous. </p> <p> Do Not Bring: For disposal options for unacceptable materials, use Anoka County's recycling and disposal directory, or call. </p>
<p> Walters Recycling & Refuse 10191 Xylite St N Blaine, MN 55449 763-780-8464 www.waltersrecycling.com </p>	<p> Appliance - Recycling, Carpet - Recycling, Construction/Demolition Debris, Electronics, General Garbage Drop-off, Yard Waste, Brush/Tree Waste (Open seasonally April - November, weather permitting. Call for hours and fees) </p>
<p>Great River Energy Processing Plant</p>	<p>General Garbage Drop-off, Propane</p>

10700 165th Ave NW Elk River, MN 55330 Phone: 763-445-5846 www.greatriverenergy.com	Cylinders/Tanks (Call for details), Tires with and without rims (A fee is charged)
Elk River Landfill 22460 Hwy 169 NW Elk River, MN 55330 763-441-2464	Appliance - Recycling (Call for details), Construction/Demolition Debris, Electronics (Call for details), General Garbage Drop-off, Wood - Treated (A fee is charged). Non-Hazardous Materials Accepted: Asbestos-Friable, Asbestos-Non-Friable, Construction & Demolition Debris, Drum Management-Solids, Industrial & Special Waste, Municipal Solid Waste, Tires, Yard Waste
SRC Transfer Station & Recycle Center 6320 E Viking Blvd Wyoming, MN 55092 651-462-1099 www.mytrashservice.com	Appliance - Recycling, Brush/Tree Waste (Open year round. Call for hours and fees), Concrete and Asphalt, Construction/Demolition Debris, Electronics, Fluorescent Bulbs (Call for details), General Garbage Drop-off, Oil (Motor), Scrap Metal, Tires with and without rims (A fee is charged), Wood - Treated (A fee is charged), Yard Waste (Open year round. Call for hours and fees)
Bunker Hills Compost Site 13285 Hanson Blvd Coon Rapids, MN 55448 One mile north of CSAH 14 (Main Street) April - November, weather permitting 763-767-7964	The following materials can be mixed together and are charged the same rate: acorns, garden waste, grass clippings, leaves, pine cones and needles, sod (residential quantities), soft-bodied green plants, and weeds . The following materials are considered tree waste: brush, evergreen boughs, logs, shrub trimmings, stumps . The price depends on the size and amount of the material.
Bridging Bloomington and Roseville Locations www.bridging.org	Mattresses/Box Springs, Dressers, Living room, Dining Room and Bedroom Furniture, Kitchen Essentials: (Dinnerware, Cookware, Pots/Pans, ect.), Small Essentials: (Linens, Bedding, Pillows, Lamps, Small Appliances, ect.) Donation Pickup: Available for a fee from inside or outside residence. Bridging provides furniture and household goods to people of need at no cost. See website for details and accepted items.
Best Buy www.bestbuy.com/recycle	Electronics and Appliances (See website for details)
Recycle Nation www.recyclenation.com	Recycle Nation features a comprehensive recycling location database. See website for details and accepted items.
Twin Cities Free Market www.twincitiesfreemarket.org	Twin Cities Free Market is a resident to resident reuse program of Eureka Recycling. See website for details and accepted items.

Metropolitan Mosquito Control District
Metro Counties Government Center
2099 University Ave W
St. Paul, MN 55104
651-645-9149
www.MMCD.org

The Metropolitan Mosquito Control District (MMCD) provides a variety of services to the seven county Minneapolis and St. Paul metropolitan area.
If you are a resident of the district, MMCD will recycle your unwanted tires provided they are off the rims.



Boulevard & Lawn Maintenance **Information Sheet**

It is important that we all do our part to keep our City looking its best. Part of this includes how we maintain our lawns. City code requires that all grass and weeds be no taller than 8” in height.

It is easy to overlook how grass appears along our fence lines and on the other side of the fence, but these areas are also your responsibility to maintain and mow. Even if you believe the City or County mows these areas or has in the past, it is important to know that the section of yard outside your fence IS ultimately your responsibility, and you must make sure that it does not exceed 8” in height.

8-503 Prohibited Activities and Nuisances.

(1) It is a misdemeanor and a nuisance to grow or allow the growth of noxious weeds on any land within the City.

(2) The growing of herbaceous vegetation, other than noxious weeds, to a height greater than eight inches, or that have gone to seed or are about to go to seed, is declared to be a nuisance. This Section applies to the following lands:

- a. Within 100 feet of an occupied dwelling, office, commercial, or industrial building;
- b. Within a sight triangle as defined by [Section 11-201](#), unless a right-of-way permit is obtained;
- c. Within a public right-of-way, including the area between a sidewalk or trail and the curb of a street, unless a right-of-way permit is obtained.

8-1006 Maintenance of Boulevard. Except as may be prohibited by this Chapter or other provisions of the City Code, the owner or occupant of property abutting a public right-of-way shall be responsible for the maintenance of the boulevard area adjacent to their property. The owner or occupant shall at a minimum maintain the lawn and trees in the boulevard.

For more information, please check our website at:

<http://www.coonrapidsmn.gov>

THANK YOU!!



City Council Work Session

2.

Meeting Date: 10/11/2016

Subject: Potential Backage Road at Northdale Shopping Center

From: Sarah Greene, Administrative Assistant II

INTRODUCTION

Some members of the Council have requested this item be discussed at a Council Work Session and for staff to revisit the potential backage road for access into the shopping center located at Northdale Blvd. and Foley Blvd.

DISCUSSION

At the September 15, 2015 City Council meeting, the Council approved a joint powers agreement with Anoka County for the reconstruction of Foley Blvd. between Egret Blvd and Northdale Blvd. Leading up to that meeting the Council was presented with information regarding the costs of a backage road that could be constructed on the south side of the shopping center from 113th Ave. to Tower Pl. and Juniper St. It was estimated that this project would cost approximately \$1 million and would include the need to purchase up to three parcels.

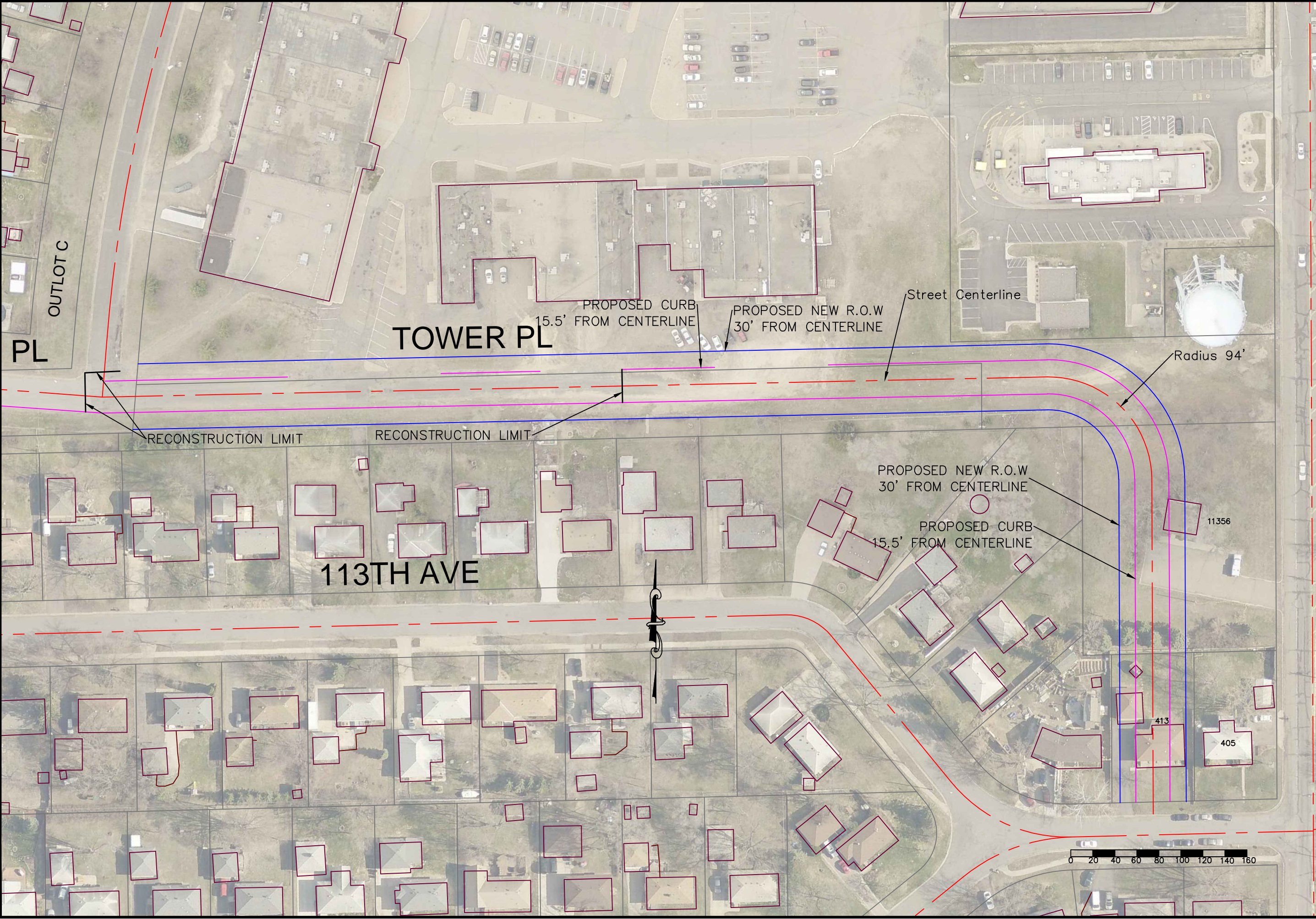
While the concept of the backage road was discussed at the September 15, 2015 meeting, the City Council did not take any formal action on further pursuing this project. At that time it was discussed that this potential roadway could be considered as a stand alone project at any time in the future. If interested, Council could direct staff to prepare a feasibility study to modify the design (based upon direction), update the estimates, and identify potential funding sources.

RECOMMENDATION

This item is solely for informational and discussion purposes. Staff is seeking Council's direction on potential project feasibility.

Attachments

Concept Design



OUTLOT C
PL

TOWER PL

113TH AVE

RECONSTRUCTION LIMIT

RECONSTRUCTION LIMIT

PROPOSED CURB
15.5' FROM CENTERLINE

PROPOSED NEW R.O.W
30' FROM CENTERLINE

Street Centerline

Radius 94'

PROPOSED NEW R.O.W
30' FROM CENTERLINE

PROPOSED CURB
15.5' FROM CENTERLINE

11356

413

405



City of Coon Rapids
11155 Robinson Drive
Coon Rapids, Mn.
55433-3761
763-765-2880

DESIGNED BY: _____
DRAWN BY: _____
ORIGINAL DATE: _____

REVISIONS

NO.	DESCRIPTION	DATE

INITIAL

NO.	INITIAL

ROAD PROPOSAL

SHEET

OF

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the State of Minnesota.